

FLATHEAD COUNTY FAIR COMMISSION

Meeting minutes from February 9, 2017

The February 9, 2017 meeting was called to order by Sam Nunnally at 6:30 pm in the 4H Building at the Flathead County Fairgrounds

Roll call of members: Sam Nunnally, Mark Carlson, Wes McAlpin, and Pam Holmquist were present. Doug Wise and Butch Woolard were excused.

Staff present: Mark Campbell

Guests present: Sharon Askelson.

Agenda approval: Wes moved to approve the agenda. Mark Carlson seconded the motion. All members were in favor.

Previous Meeting Minutes: Meeting minutes from January 12, 2017 were presented. Wes moved to approve the minutes as presented. Mark Carlson seconded the motion. All members were in favor.

Public Comment: Sam called for public comment. No comments were heard.

Manager's Report: Mark referred to the Commissioners monthly report and provided an update on current activities. The CDBG grant agreement was approved by the City and County. A RFQ has been released and is due February 21st. The grandstand entertainer agreements have been received, reviewed by County Attorney and returned. Marketing components for the show will be coordinated next. Sam asked if the 2017 Fair book changes are being shared with the Superintendents to reduce errors or conflicts. Yes, they are being shared now with all available. Opening act for night show is being offered. Bee Broadcasting stations are conducting a talent search contest with winner being presented at 6:30 on Wednesday, 8/16. PRCA and WRPA applications have been submitted. 1099 and 1042 forms for all rodeo winners have been submitted by Rodeo Pay this year which was a much easier process. Snow and ice handling has been a challenge this year with some internal leakage causing issues. A long listing of facility events was shared with focus on some new additions to the schedule.

A financial report through January was shared. Revenues are at 84% and expenses at 73.3%. An early projection of year-end expectations was discussed with targets on or better than budgeted for revenues. A comparison to previous year month to date was provided. Purchased and personnel service comparisons with previous year were discussed. Transfer of the CIP balance will be done by the end of the fiscal year. No other concerns were noted.

An update on the 2016 Turf Club training was provided. There is a difference between what was paid and the expenses. Communications with the Turf Club continue and we shall be meeting together to resolve this difference soon. Sam asked if the effort is worth doing. Mark replied that as long as there is a desire on their part to continue, we should attempt to do so. It remains unclear how long that desire will continue.

Fair camping spaces are being reviewed. The width of spaces at 13' are tight to accommodate today's RV's. A potential change is to widen some spaces. Going to 15' wide would reduce the number of spaces by 15 from the total. Directions to try to offer some wider locations as possible. Power remains

a primary concern and will be improved with when funds are available. Discussion about the change over time was held. Cost proportionately as provided was determined equitable.

The office received a proposal for a go-cart operation to be run on a year-round basis. The space needed would be 200'x200' with the track within. Staff feels the current operations and our time is full. While safety and the process presented is of good quality, not sure of the fit within our long-term plan. Pam asked about noise concerns. All elements easily meet City noise requirements. Board expressed concerns about minimum guarantee and enough funding provided. A feeling about it simply not fitting into the overall fairground operations, including winter months. An impact to the neighbors was also expressed.

Committee and Director Reports: Wes reported on the proposal put forth by Ag Chamber regarding recommended protocol for changes. Some concerns on length days defined in #3 is a bit much. Wes recommended 45-60 days would be better. Pam deferred to Wes's expertise as the Boards representative. This doesn't take away from the Fair's Sale Criteria but rather as a communication process.

No further reports.

Old Business: The RFQ for Architect services is due on February 21st. A review and scoring of the proposals received will need to be done. A member of the Board was sought to score these along with County staff. Sam offered his time with the schedule to be coordinated.

No further old business was brought forward.

New Business: Capital Improvement Plan – Mark shared the CIP proposed plan based on several principles. A fixed amount of funds were to be transferred in each year. The plan will be whole in FY 19 with funds available after. The bottom line is balanced to the funds available with only slight variances based on projected numbers. Mark went year by year with an explanation of the projects scheduled. Sam asked about moving forward the Phase 3 Infrastructure from FY22 to a more current period if possible. Priorities need to be reviewed as we proceed with all items being important. The 20 year-old John Deere loader is being planned for replacement over a 3-year period. Pam brought up the re-alignment of W. Wyoming to W. Colorado project. This would make the Fair property whole. It's a long-range item that should be included on the County plan. A brief discussion about the benefits and challenges was held. Preliminary conversations will be done to rough out the concept.

A budget workshop date for the Board was sought. It was agreed to hold the workshop on March 2nd at 5:30 pm in the Fair Office.

No further new business was presented.

Adjournment: Mark Carlson moved to adjourn the meeting at 8:08 pm, seconded by Wes. All were in favor.

Submitted by: mc

Approved as submitted:


Chair

3-9-17
Date